



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF FIRE SERVICES  
RICHARD W. MILLER  
STATE FIRE MARSHAL

MIKE ZIMMER  
DIRECTOR

**STATE FIRE SAFETY BOARD MEETING MINUTES  
THURSDAY, JUNE 18, 2015**

**Members Present**

John Enkemann  
David Henry  
Greg Herman  
Dr. Ralph Hodek (via conference call)  
Mark Jensen  
Andrew Lenaghan  
Thomas Lippens  
Dean Mallos  
Richard Miller  
Dr. Usamah Mossallam  
Kassandra Renneberg  
Les Rodwell (Chair)  
Ron Sabin  
John Wozniak

**Members Absent**

David Herbal  
Donald Hicks

**Other Attendees:**

Cathy Carson, Secretary to the Board

**Call To Order and Determination of Quorum**

The meeting was called to order at 1:05 p.m. Chair Rodwell asked all to stand for the Pledge of Allegiance. Chair Rodwell requested a moment of silence for public safety officers and the military. Roll call by Board Secretary Cathy Carson determined that a quorum was present. Chair Rodwell gave emergency exiting procedures. Chair Rodwell welcomed everyone. Introductions were made by board members and guests.

**Agenda**

Chair Rodwell requested any additions, deletions or changes to the agenda.

A **MOTION** was made by Board Member Henry to approve the agenda for Thursday, January 22, 2015. **MOTION SUPPORTED** by Board Member Renneberg. **MOTION CARRIED.**

A **MOTION** was made by Board Member Herman to approve the agenda as amended for Thursday, June 18, 2015. **MOTION SUPPORTED** by Board Member Sabin. **MOTION CARRIED.**

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## Disposition of Minutes

A **MOTION** was made by Board Member Enkemann to approve the minutes as amended for Thursday, January 22, 2015. **MOTION SUPPORTED** by Board Member Henry. **MOTION CARRIED.**

A **MOTION** was made by Board Member Rennenberg to approve the minutes as amended for Thursday, March 26, 2015. **MOTION SUPPORTED** by Board Member Jensen. **MOTION CARRIED.**

## Bureau of Fire Services – Updates

### Database and Software Updates:

State Fire Marshal (SFM) Miller reported that the Bureau of Fire Services (BFS) is upgrading their database and software systems. BFS will transition to a new software program called Accela, which will handle functions for Storage Tanks, Plan Review, Field Services and Fireworks programs. Accela is also currently used by the State of Michigan in the Bureau of Construction Codes (BCC). The new system will allow proposed plans to be submitted electronically. A separate database, called Systems Maintenance of Knowledge and Education (SMOKE), will be used to manage the Fire Fighter Training Division. The Bureau will transition from the old database system the Information Management System (IMS)

### Web Updates:

BFS continues to update the website. Information has been added to include various reports, including the Annual Report, Fireworks Report, Fire Fighter Training Council Report as well as Fire Marshal bulletins, State Fire Safety Board (SFSB) Meeting minutes, BFS latest news and other helpful documents that give an array of important information. Users can access the BFS website at [www.michigan.gov/bfs](http://www.michigan.gov/bfs).

## Governor's Initiative

Per the Governor's initiative, all boards and councils are to work within their statutory authority. The Attorney General or his representative will be asked to attend a future SFSB meeting to give a presentation on the responsibilities of the Board.

## Guest Speaker

Skip Gibson, a representative of Insurance Service Organization (ISO), will be asked to attend a future SFSB meeting and give a presentation on how the fire departments are rated through the ISO Program.

## Fireworks Program

The 2015 fireworks season has begun. It should be noted that the processing of online payments and vouchers have been streamlined to work more effectively for BFS and end users.

## Fire Fighter Training Council (FFTC)

Firefighters are required to have Firefighter (FF) I training in order to become a volunteer fire fighter. They are required to have FF I and II in order to become a full time fire fighter. Reciprocity is given to military veterans with prior fire fighter training, Certificate of Release (DD Form 214) and an honorable discharge. The fire service of Michigan believed they had reciprocity for FF I and II; however with the governor's initiative of statutory authority it was discovered this was not the case. Senator Dale Zorn accepted the charge to address the need for firefighters through reciprocity. Senate Bill (SB) 372, as mentioned in the legislative updates below is being proposed in the senate. This would be based on certification according to the NFPA standards.

There were software issues with the IMS database and LXR program that inaccurately scored the FF I and FF II tests. The database was updated and the FF I and II tests were corrected to ensure the scanning, testing and grading scores were corrected with the appropriate notification to students.

## Bureau of Fire Services Procedure – Subject: Modification Appeal Procedure

The SFSB members present received an updated copy of the BFS Procedure 01-11: Modification Appeal Request, which included the following additions:

BFS shall contact and confirm 3 board members' attendance for the hearing and confirm 1 extra board member as an alternate, which constitutes as the Hearing Board (page 3).

BFS shall contact and schedule a transcriptionist to record the hearing. The hearing shall follow a script. NOTE: Refer to Appendix A attached. (Item number 8.)

A letter summarizing the SFSB's decision and outcome of the appeal hearing shall be sent to the appellant. (Item number 13.)

## Legislative Update

HB-4726: A house bill introduced by State Representative Henry Yanez to repeal fireworks law that allows residents to buy and discharge consumer grade fireworks.

SB-372: A senate bill introduced to amend 1966 PA 291, entitled "Firefighters Training Council Act," by amending section 9 (MCL 29.369), as amended by 2013 PA 166.

## Public Assemblage Ad Hoc Committee

The Public Assemblage Ad Hoc Committee has concluded their meetings. A report will be developed by SFM Miller to report the Committee's findings. The deadline to file the report has been extended until May 2016.

### Expiring Terms

New appointments and reappointments to the SFSB are currently in process for expiring terms ending July 15, 2015. If you would like to be re-appointed you must submit your application along with the information from the organization you represent on the governor's website. Please contact Appointments Associate Scott Wagner for details.

### Comments

Per the request from SFSB members Enkemann and Hodek, an email was sent to the SFSB members on March 2, 2015 regarding the issue of mandatory social security numbers being listed on the SFSB travel expense reports.

### Next Meeting Date

The next meeting will be held on **Thursday, September 24, 2015, at 1:00 p.m.**, at BFS Conference Room B located at 3101 Technology Blvd., Suite H in Lansing, MI.

### Adjourn

A **MOTION** was made by Board Member Renneberg and **MOTION SUPPORTED** by Board Member Henry to adjourn the meeting at 1:47 p.m. **MOTION CARRIED.**

Approved

  
\_\_\_\_\_  
Chair, State Fire Safety Board

9/8/15  
\_\_\_\_\_  
Date

Dean Mallos

Printed Name of State Fire Safety Board Chair